



## ***Torrance County***

BOARD OF COUNTY COMMISSIONERS (BCC)

**Ryan Schwebach**, Chair, District 2

**Kevin McCall**, Vice Chair, District 1

**Samuel D. Schropp**, Member, District 3

**Janice Y. Barela**, County Manager

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The meeting will be available via Zoom and the link may be found on the County's website [www.torrancecountynm.org/calendar](http://www.torrancecountynm.org/calendar). Click on the event to access Zoom Meeting information.

### **ADMINISTRATIVE MEETING AGENDA**

**WEDNESDAY, October 11, 2023 @ 9:00 AM**  
**205 S. Ninth Street, Estancia, NM 87016**

- 1. Call to Order**
- 2. Invocation and Pledge of Allegiance**
- 3. Changes to the Agenda**
- 4. PROCLAMATIONS**
  - A. DWI:** Proclamation naming September as "Suicide Prevention Month" in Torrance County. (deferred from 9/27/2023)
- 5. CERTIFICATES AND AWARDS**
  - A.** Recognition of Employee Service Year Pin: Deminica Garcia (2)
  - B.** Recognition of Employee Service Year Pin: Helen Gutierrez (2)
  - C.** Recognition of Employee Service Year Pin: Matthew Martinez (2)
  - D.** Recognition of Employee Service Year Pin: Alex Schwerdel (5)
  - E.** Recognition of Employee Service Year Pin: Crystal Salas Garcia (10)
  - F.** Recognition of Employee Service Award: Tracy Sedillo (35)
- 6. BOARD AND COMMITTEE APPOINTMENTS**
  - A. PLANNING AND ZONING:** Interviews for vacant, at-large Planning & Zoning Board Position. Candidates: Gilbert Sanchez and Justin Morga. (deferred from 9/27/2023)
- 7. PUBLIC COMMENT and COMMUNICATIONS**

**8. APPROVAL OF MINUTES**

- A. COMMISSION:** Request approval of minutes of the September 13, 2023 Regular Meeting of the Board of County Commissioners. (deferred from 9/27/2023)
- B. COMMISSION:** Request approval of minutes of the September 27, 2023 Regular Meeting of the Board of County Commissioners.

**9. APPROVAL OF CONSENT AGENDA**

- A. PLANNING & ZONING:** Request approval of Zia Ranch, LLC RV Park.
- B. FINANCE & PURCHASING:** Request approval of payables September 27, 2023. (deferred from 9/27/2023)
- C. FINANCE & PURCHASING:** Request approval of payables October 11, 2023.
- D. MANAGER:** Request approval of Restrictive Housing Report – Third Quarter 2023.

**10. ADOPTION OF ORDINANCE/AMENDMENT TO COUNTY CODE****11. ADOPTION OF RESOLUTION**

- A. MANAGER:** Resolution 2023-\_\_\_\_\_ Budget Adjustments FY 2023.
- B. PLANNING & ZONING:** Resolution 2023-\_\_\_\_\_ - Debris removal on Lot F-55 in Echo Ridge Subdivision, Washington Loop. (deferred from 9/27/2023)
- C. PLANNING & ZONING:** Resolution 2023-\_\_\_\_\_ - Debris removal on Lot 8 of Tranquil Valley Subdivision, 11 Calle Linda Loop. (deferred from 9/27/2023)
- D. PLANNING & ZONING:** Resolution 2023-\_\_\_\_\_ - Debris removal on Lot 71 of El Rancho Grande subdivision, 1024 Salt Missions Trail. (deferred from 9/27/2023)
- E. PLANNING & ZONING:** Resolution 2023-\_\_\_\_\_ - Debris removal on Lot F-47 in Echo Ridge subdivision, 20 North Dakota. (deferred from 9/27/2023)
- F. PLANNING & ZONING:** Resolution 2023-\_\_\_\_\_ - Debris removal on Lot C, Block H, Tract C, Bella Vista Subdivision Echo Ridge subdivision, 235 Road 102.
- G. PLANNING & ZONING:** Resolution 2023-\_\_\_\_\_ - Debris removal on Lot 43 Antelope Springs Subdivision, 170 Sam Ford Drive.
- H. PLANNING & ZONING:** Resolution 2023-\_\_\_\_\_ - Debris removal on Lot 28 El Rancho Grande Subdivision.
- I. PLANNING & ZONING:** Resolution 2023-\_\_\_\_\_ - Debris removal on Lot 20 Meadow Woods Subdivision, 180 Paradise Meadow.

**J. PLANNING & ZONING:** Resolution 2023-\_\_\_\_ - Debris removal on Lot 17 Antelope Springs Subdivision.

## 12. APPROVALS

**A. GRANTS:** Request approval of Amendment No. 6 Professional Services Contract, Estancia Valley Youth & Family Council (EYVFC) Juvenile Justice Continuum Coordinator.

**B. SHERIFF:** Request ratification of FY2024 application for Traffic Safety Grant to fund ENDWI, BKLUP and STEP programs.

**C. SHERIFF:** Request acceptance of the FY2024 Law Enforcement Recruitment Fund award of \$393,750.00 to fund salaries and benefits of new hires in the Sheriff's Office and Dispatch over a three-year period.

**D. FINANCE & PURCHASING:** Request approval and acceptance of TC-FY24-02 Girls Circle RFP.

**E. FINANCE & PURCHASING:** Request approval and acceptance of TC-FY-24-03 Boys Council Facilitator RFP.

**F. EMERGENCY MANAGER:** Request approval of Memorandum of Agreement (MOA) between Torrance County and City of Moriarty for Winter 2023-2024 Emergency Shelter.

## 13. DISCUSSION

**A. SHERIFF:** Update on progress made and presentation/discussion of Sheriff Frazee's Five-Year Plan 2023-2028.

**B. MANAGER'S REPORT**

**C. COMMISSIONERS' REPORTS**

- 1) Commissioner McCall, District 1
- 2) Commissioner Schwebach, District 2
- 3) Commissioner Schropp, District 3

## 14. EXECUTIVE SESSION

**A. COMMISSION:** Discussion regarding the appointment of Fire Chief, closed pursuant to NMSA Section 10-15-14(H)(2).

**B. COMMISSION:** Review candidates' letters of interest/documentation, interviews, and discussion regarding the appointment of Torrance County Treasurer, closed pursuant to NMSA Section 10-15-14(H)(2).

15. **DISCUSSION AND ACTION ON EXECUTIVE SESSION ITEMS ABOVE**
  - A. **COMMISSION:** Discussion and possible appointment of Fire Chief.
  - B. **COMMISSION:** Discussion and possible appointment of Torrance County Treasurer.
16. **Announcement of the next Board of County Commissioners Meeting:** October 25, 2023
17. **SIGNING OF OFFICIAL DOCUMENTS**
18. **ADJOURN**